

# ***Jefferson County Parks*** **Carnes Park Farmstead Planning Process** **(Design Charrette Process)**

A collaborative process of

## Participants

Tom Jennings, Jennings & Associates – Charrette Manager  
Margaret Burlingham, LanDesign, Landscape Architect  
Rebecca Mehringer, Landscape Architect  
Tom Mortensen, R. A. Smith, Landscape Architect  
Conor Nelan, Cold Spring Design, Structural Engineer  
Joe Nehmer, Parks Director  
Kevin Wiesmann, Parks Superintendent  
Steve Grabow, UW-Extension – Process Facilitator  
Daniel Schmitt, UW-Madison, Department of Landscape Architecture Graduate Student  
Michelle Bowman, Architect and UW-Madison, Department of Landscape Architecture  
Graduate Student



Process Design and Facilitation:  
Steve Grabow, Professor and Community Development Educator  
University of Wisconsin, Jefferson County Office

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***Jefferson County Parks***  
**Carnes Park Farmstead Planning Process**

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## Section 1 Proposed Scope of Work

### Site Planning Process for Carnes Park Farmstead Location (Charrette Process)

**Context:** On February 3, 2011, Joe Nehmer, Tom Jennings and Steve Grabow held a workshop to determine the scope of work associated with a “Site Planning Process for Carnes Park Farmstead Location”. It has been determined that a major component of this project will be an interactive site planning process to help reach agreement on a recommended site plan for the focal point of the park which is the farmstead site. This is in response to a request by the Parks Director and Parks Committee to see if UW Extension could help obtain assistance from UW Extension Specialists and their graduate students at the UW Madison Department of Landscape Architecture.

**Professional Resources:** A given for this project is that a consultant was not to be hired to lead this site planning process, and there was interest in a no or low budget approach. UW Extension Specialist Sue Thering found two second year graduate students (in landscape architecture) who were interested in this project. Professor Thering also agreed that a “design charrette process” would be the appropriate planning method to use for this project. Both students were briefed on the project and are available during the first half of 2011. In addition, an experienced local landscape architect was approached and agreed to provide pro-bono assistance to Jefferson County. Tom Jennings from Jennings and Associates Landscape Architecture was briefed on this project and agrees that a design charrette process would be a strong method. He is aware of the role of the graduated students, and he will serve as Charrette Manager. All three landscape architects have experience with design charrettes. UWEX faculty Steve Grabow has assembled these resources, and is further providing leadership in process considerations. The process uses best-practice methods including “The Charrette Handbook” published by the American Planning Association in collaboration with the National Charrette Institute. (Lennertz, Bill and Lutzenhiser, Aarin. *The Charrette Handbook*. Chicago, APA Press, 2006.) A key component of a design charrette is the assembly of a “Charrette Team” which will consist of local planning, park management and design professionals who will take the lead in developing the initial site plan concept alternatives. This Charrette Team is described more in the listing of People Involvement.

#### **Charrette Process Concept Outline and Work Structure:**

*Steps A thru E represent the structure of the proposed charrette process. There may be the need for other follow-up processes to help assure broader communication, acceptance, and final “product” development of the charrette outcomes.*

- A. Develop the recommended process. Meeting with Joe, Tom and Steve on February 3<sup>rd</sup>.
- B. Maps and gathering of base information. Land Information Director Andy Erdman was contacted and will be assisting in providing some of the base maps. Resources from the Carnes Park Master Plan (2008) and Carnes Park Senior Thesis/Capstone (2009) have been distributed to the grad students and Charrette Manager. The Charrette Manager will contact the grad students to discuss other base information gathering and development.

- C. Early Workshop-Sharing (Workshop 1 with Larger Group)
- ◆ Presentation of base resources
  - ◆ Presentation of two major previous planning projects (Master Plan and Sr. Thesis)
  - ◆ Technical observations by the professionals (pre-charrette briefs)
  - ◆ Perspective sharing by all (individual values and vision ideas).
  - ◆ Primary Purpose of Workshop-Sharing and Gearing Up
- D. Concept Development (Workshop 2 with Charrette Team/Professionals)
- ◆ All day drawing and development of alternative site concepts for the farmstead location.
  - ◆ Develop criteria and analysis of pros/cons of each alternative for use in selecting a preferred concept alternative.
  - ◆ Primary Purpose of Workshop-Concept Drawing by Professionals.
- E. Preferred Plan Synthesis (Workshop 3 with Larger Group)
- ◆ Review of Charrette Team analysis and preferences
  - ◆ Synthesis of ideas from Charrette Team and broader stakeholders.
  - ◆ Decision Making for the Preferred Alternative or Preliminary Site Plan Selection
  - ◆ Primary Purpose of Workshop-Determination of Preferred Site Plan.

Note: In developing this structure, it is recognized that it is difficult to predict the time allotments for complex public projects. This is particularly true when the project relies on “in-house” expertise, student assistance, volunteer assistance and a wide variety of local technical assistance. The proposed process adapts design charrette methodology into less time duration than a comprehensive/full blown design charrette. In the timeline, an option for a Workshop 4 has been identified. In summary, there are considerable “unknowns” associated with this project.

### **People Involvement Considerations:**

#### Proposed Charrette Team (All Workshops):

- Charrette Manager
- Graduate Students (2)
- Parks Staff (2)
- Local Volunteer Planners/Designers/Landscape Architects (2)
- Local Volunteer Structural Engineer/Architect
- Volunteer engineer/water resources
- UW Extension Faculty/Facilitator

#### Proposed Larger Group (Workshops 1 and 3)

- Parks Committee
- County Board Chair
- Carnes Park Master Plan Steering Committee (convened for earlier process)
- Rose Lake Friends
- Hearty Gardens
- Jefferson Bike Club
- Madison Audubon
- DNR/Glacial Heritage Area

## **Proposed Timeline:**

Underway and next 4 weeks- Charrette Manager in contact with graduate students; base map and base info gathering; communication to Parks Committee; invites by Parks Department to proposed Charrette Team members.

March 11<sup>th</sup> 1:00 pm – 4:30 pm: Workshop 1

April 8<sup>th</sup> 10:00 am – 4:00 pm: Workshop 2

April 29<sup>th</sup> 1:00 pm – 4:30 pm: Workshop 3

May 6<sup>th</sup> 1:00 pm – 4:30 pm: Workshop 4 (Hold for Optional Workshop if Needed)

Other: As indicated previously, this timeline is for the “charrette” component of the project. With the many unknowns and possible interest in broader communication and final product development, there may be additional follow-up time needed.

## **Appendix-Additional Background on Process Set Up:**

*Excerpted below is the project concept given to the graduate students, Charrette Manager, UW Extension Specialist and Parks Director on December 22, 2010.*

The Jefferson County Parks Director is very pleased that we have interest from you in being part of an innovative "design charrette" process here in Jefferson County. Jefferson County has become the center of the "Glacial Heritage Area" which is a multi-interest group initiative to acquire and develop a major "conservation park" or "natural resource oriented park" system in this part of the state. The DNR and County are key partners and this has become the DNR's number one priority area for project implementation. One of the "pearls" of this project is Carnes Park north of Fort Atkinson. This is one of 7 top sites in the Glacial Heritage Area to implement plan recommendations. As with many new, large scale park development projects, there are some components that are extra challenging. In the case of the Carnes Park, the redevelopment of the existing farmstead is challenging. A very good Master Plan was completed a couple years ago, but the Parks Committee and Parks Director have needed additional guidance and more firm plans for the focal area of the farmstead site. To give further insights, Novella Man did her capstone project on Carnes Park with extra emphasis on coming up with scenarios for the farmstead area. There are different perspectives on the extent of needed historical preservation of farmstead buildings as the area transitions from farm to park. The Parks Committee and Director thought an interactive process to help reach agreement/resolution of a recommended site plan for the focal point of the park (farmstead site) would be useful. They asked me to see what help I could get from UW Dept of Landscape Architecture and grad students. This is where you both come in. Would you be willing to commit some time to helping us with a series of interactive visioning building/problem solving/scenario analysis/design sessions? (We have called this a design charrette series but understand that this would not be a true, "high end" charrette)?. I have an experienced landscape architect who will also be helping as a pro-bono project, but he believes the process can be greatly enhanced if one or both of you would be "Project Assistants" to him and us. This would likely entail pulling together site graphics, doing some of the drawing/sketching/imaging during the sessions and other to be determine tasks. The duration of the project is also a bit unknown although the Committee and Parks Director want to get going in early 2011. I am guessing this could take several months if we assume two or three half-day workshops.

Draft By: Steve Grabow, UW Extension, 2/4/11



**Section 2**  
**Carnes Park Farmstead Meeting: Proceedings**  
**Workshop 1, April 8, 2011**  
**1:00 p.m.**  
**UW-Extension, Room 8/9**

**Participants:** Joe Nehmer, Kevin Wiesmann, Daniel Schmitt, Michelle Bowman, Augie Tietz, Rick Kuhlman, Paul Babcock, Carlton Zentner, John Molinaro, Becky Mehringer, Steve Grabow.

*Individual ideas expressed. Organized by categories. (No effort to gauge level of consensus.)*

**I. Farmhouse**

- a. Strip house back down to original construction for visual impact.
- b. What are realistic options on the house? Feasibility study and funds for it.
- c. Allow for multiple design contingencies regarding the house.

**II. Existing Buildings in General**

- a. Focus less on the use of existing buildings. These existing buildings are a dying breed. They have significance by still standing on the site. Reuse materials.
- b. Document how this site and its buildings/uses have changed?
- c. Possible to rebuild using both existing and period-appropriate materials and methods to reconstruct a representation?

**III. Entrance/Views/Access**

- a. Uninviting entrance.
- b. Access to vistas of Rose Lake.
- c. Getting people beyond farmstead...

**IV. Gardens**

- a. Use as a historic portrayal of Wisconsin (kitchen gardens, vernacular).
- b. Garden expansion.
- c. Gardener storage (shed).

**V. Parking/Circulation/Biking**

- a. Parking – where metal building sits.
- b. Bike trails (connectivity?).

## **VI. Safety/Vandalism**

- a. Is the elk fence necessary, or does it hinder wildlife? Does it help to keep unwanted or malicious individuals out?
- b. Vandalism; prevention; automatic gate.
- c. Public safety.

## **VII. History/Antiques**

- a. Mason family history overlay.
- b. Antique farm equipment display.

## **VIII. Procedure/Documentation/Education Follow-Up/Promotion**

- a. Target a specific time period as a focus.
- b. Experiential display and learning gardens; crops and habitat the and now.
- c. Wayfinding – how to find park; public awareness; promotion.
- d. List of priorities (phasing of design).
- e. What can the Parks Department move ahead with short-term?



**Section 3**  
**Workshop Process**  
**Alternative Concepts Development Workshop 2:**  
**Detailed Charrette Steps**  
**April 21, 2011**  
**9 a.m. - 1:30 p.m.**  
**UW-Extension, Room 12**

**Participants on Professional Charrette Team:** Tom Jennings, Jennings & Associates and Charrette Manager; Margaret Burlingham, LanDesign; Becky Mehringer, Landscape Architect; Tom Mortensen, Landscape Architect, R. A. Smith; Conor Nelan, Structural Engineer, Cold Spring Design; Joe Nehmer, Parks Director; Kevin Wiesmann, Parks Superintendent; Steve Grabow, UW-Extension and Process Facilitator; Daniel Schmitt, UW-Madison, Department of Landscape Architecture Graduate Student; and Michelle Bowman, Architect and UW-Madison, Department of Landscape Architecture Graduate Student.

Workshop 2 Steps

**A. Site Analysis Drawing (How the Place Works)**

- Icons/Symbols of Places
- Arrows – Circulation - Movement
- Perceptual Characteristics
- Intended Outcome: Shared Understanding of Opportunities/Constraints

**B. Design and Place Elements Drawing**

- Labeling and Naming Areas
- Initial Discovery of Option Elements
- Initial Organizing of Elements by Affinity
- Very Interactive Drawing/Sharing
- Intended Outcome:
  - Two Distinct Options
  - Narrative Messages
  - Initial Pros and Cons
  - Note on Actual Outcome:
    - 1 Distinct Option (To Be Drawn)
    - 1 Option (Narrative Concept)

## **Follow-Up From Workshop 2**

### **C. Detailed Site Plan**

- Outcome: Option led by Tom and Graduate Students

### **D. Workshop 3 (Planned for June 6<sup>th</sup>)**

- Outcome:
  - Preferred Option Review by Larger Group (Including Parks Committee)
  - Decision on Concept

## **Follow-Up From Workshop 3**

Final Design: Tom/Graduate Students Tweaking as a Result of Workshop 3 (Preferred Plan Synthesis)

Implementation Direction

- Sequencing Spread Sheet by Tom/Graduate Students

## **Section 4**

### **Documentation of Interactive Plan Process (Design Charrette)**

#### Review and Summary of Context and Set-up of This Process

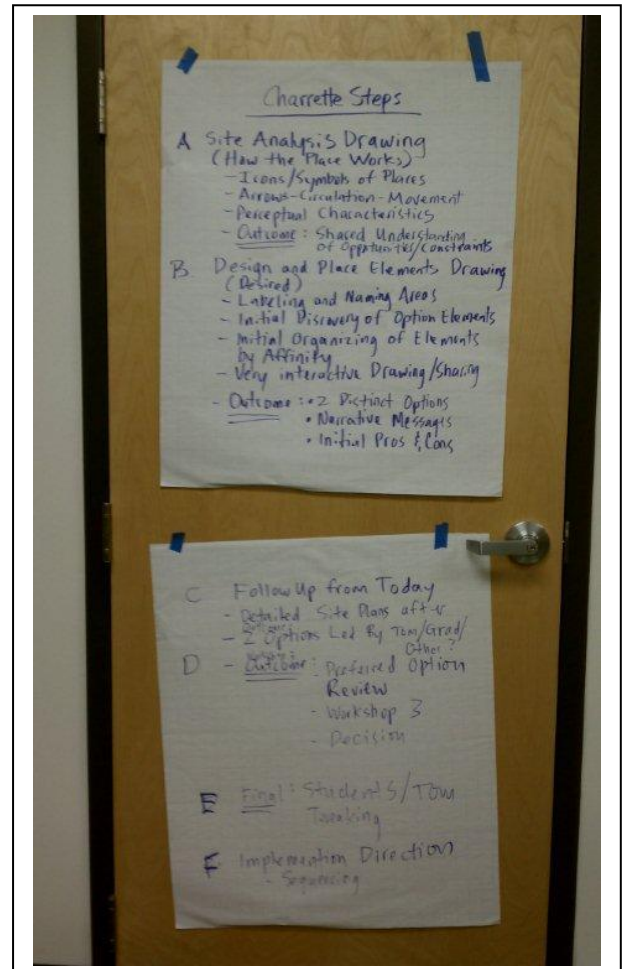
At the November, 2010 Parks Committee meeting, UWEX faculty was asked if further assistance could be provided in addressing some design challenges associated with the primary focus point for the planned Carnes Park as it transitions from farmstead to park. Subsequently, I contacted Sue Thering for a diagnosis of the project request. We explored the notion of a “design Charrette” process. I also explored with her the possibility of obtaining graduate student assistance with this project. Sue was able to secure two graduate students to provide important design support for this project. The Parks Committee and Parks staff have been involved with this project which is currently underway. Having the UW Madison “firepower” on this project has enabled the leveraging of volunteer professional landscape architects (six licensed landscape architects from the region---including two graduates of the UW Senior Thesis/Capstone program who now reside in Jefferson County and have their own practices) and one local structural engineer/architect. This pro-bono contribution of volunteer design professionals was calculated at around \$5,000 for the most recent Charrette session. This innovative collaboration is being documented as a means of providing important resources of the UW to address a critical local problem by assembling a “Charrette Team” of the County UWEX faculty as project facilitator, UW Extension Specialist as process advisor, UW Landscape Architect grad students as design assistants, community design professionals as high-level, experienced project designers and Parks professionals as practical park managers. This project could not have happened without the established UWEX Agent/Specialist relationship. Again, this is high impact Extension and University outreach in motion, that Cooperative Extension would clearly call “transformational education”.

The County Parks Director has expressed profound appreciation to UW Extension for designing and executing this unique, cutting-edge design Charrette approach. He was immediately drawn to the fire-power in the room for the design Charrette. He commented that, “In my 33 years as a Parks Professional in the State of Wisconsin, I have never been in a room with so many talented people trying to solve and come up with design solutions on very complex problems. This was a “WOW!” meeting. It was just amazing the talent that came forward in the spirit of cooperation.”

Photo documentation of participation in this interactive site planning process (design charrette) is shown on the next page.

Participants include: Tom Jennings, Jennings & Associates and Charrette Manager; Margaret Burlingham, LanDesign; Becky Mehringer, Landscape Architect; Tom Mortensen, Landscape Architect, R. A. Smith; Conor Nelan, Structural Engineer, Cold Spring Design; Joe Nehmer, Parks Director; Kevin Wiesmann, Parks Superintendent; Steve Grabow, UW-Extension and Process Facilitator; Daniel Schmitt, UW-Madison, Department of Landscape Architecture Graduate Student; and Michelle Bowman, Architect and UW-Madison, Department of Landscape Architecture Graduate Student.

## Design Charrette for Carnes Park



## Design Charrette for Carnes Park



## **Section 5**

### **Notes from the Design Charrette Manager**

May 4, 2011

#### **MEMO**

TO: Jefferson County Parks Committee  
Joe Nehmer, Director Jefferson County Parks

FROM: Tom Jennings, RLA

SUBJECT: Update on Carnes Park Farmstead

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As you know a group of volunteers and County Parks staff are preparing a recommended site plan for the Farmstead at Carnes Park. Our first meeting consisted of a listening session with stakeholders and leaders about how best to create a new park center at the site while preserving the historical and cultural elements of the farmstead. We then held a design session or “design charrette” to draw up a recommended site plan. The highlights of both meetings include:

#### **Plan Elements**

Preserve and renovate the barn. It is the most agricultural building element on the site. Do the roof now and worry about the remaining required renovations later.

Remove the steel storage shed.

Inspect the condition of the farmhouse and log cabin within it. Conor Nelan, a structural engineer from Fort Atkinson has volunteered to inspect the farmhouse. He and Kevin Wiesmann - Parks Operations Supervisor, will be inspecting the house today (May 4, 2011). After inspecting the existing house/cabin, it may be possible to preserve a portion of it or the cabin portion or at least the foundations to permanently mark its location and help describe the life of our early settlers and enable visitors to get a sense of the original farm layout.

Preserve the farm yard and create a park center in the open space framed by the farm structures.

Loop entry roads around the farm yard or park center. Provide a loop drive around the farm to the south to run through the current footprint location of the steel building. This will bring visitors to the site and will introduce them to the farm buildings and park vistas beyond. Approximately 20 parking spots can be provided around the south and east sides of the farmstead.



Move the gardens over to the northeast corner of the barn. They will be in much better soil (some more good soil can be placed in this area if necessary). The roof water from the barn can be captured in a tank at the northwest corner of the barn and can be gravity fed to the gardens. Allow gardeners to use and maintain Half Moon Shed.

The timbers and materials of the two larger wood sheds east of the barn would be preserved and used to create a new open air park shelter. The footprint of the shelter would follow the same footprint of the existing structures to preserve their spatial relationship to the barn and farm yard.

Provide accessible paths for bikes and pedestrians.

Remove top four feet of the existing elk fence to make it seem less imposing and thus have the parkland be more inviting. Request a gate further up the road to further discourage vandalism. This gate would be closed at night and possible vandals would have to trek a good distance to get to the buildings.

### **Next Steps**

We developed a very rough conceptual sketch during the design charrette. I just downloaded the sketches that the students scanned for us at UW, and am working on a site plan that we will share with larger groups in the next few weeks.

# Plan Drawing





**Phasing Plan for  
Carnes Park Farmstead: Design Charrette Workshop 4  
Workshop Recommendations: July 8, 2011**

Communication	Documentation/ Initial Survey	Initial Site Work	Structural Work: Stabilize Existing Structures	Demolition: Remove Buildings	Log Cabin Considerations	Roadways/ Parking Bike Path	Planting/ Landscaping Garden Adjustments/ Relocation	Expectation for Follow-Up
<ul style="list-style-type: none"> <li>Process Documentation Packet</li> <li>Compile/Document Plan Outcomes</li> <li>Prepare media releases (2)</li> <li>Prepare Plan Panel Advising Public of Intended Project: <ul style="list-style-type: none"> <li>Simple Map/Bubble</li> <li>Actual Plan Dan/Michelle</li> </ul> </li> <li>Outreach to “Hearty Garden Folks”</li> </ul> <p><i>Timing:</i> Late Summer Margaret/Tom</p>	<ul style="list-style-type: none"> <li>Identification of general cost estimates for projects. Tom/Kevin</li> <li>Survey (County Surveyor)</li> <li>Photograph Site (Kevin)</li> </ul> <p><i>Timing:</i> ASAP - Summer</p>	<ul style="list-style-type: none"> <li>Remove all fences</li> <li>Remove elk corrals (to provide access to usable buildings)</li> <li>Modest regrading/reseeding (by Parks staff)</li> <li>Identify outside space for material storage</li> </ul> <p><i>Timing:</i> Winter 2011/12 Parks Staff</p>	<ul style="list-style-type: none"> <li>Estimates for barn roof (Green asphalt shingle or green aluminum) Bender – Beaver Dam</li> </ul> <p><i>Timing:</i> Budget 2012</p> <ul style="list-style-type: none"> <li>Rebuild barn door (Main big door)</li> </ul> <p><i>Timing:</i> 2012 – Parks Staff</p> <ul style="list-style-type: none"> <li>Secure garden support buildings</li> </ul> <p><i>Timing:</i> 2012 – Parks Staff</p> <ul style="list-style-type: none"> <li>Stabilize barn foundation (includes excavation on East side)</li> </ul> <p><i>Timing:</i> Budget 2013</p>	<ul style="list-style-type: none"> <li>Demolish house (See log cabin)</li> <li>Contact barn restorers for removing unneeded wood</li> <li>Identify key structural pieces (if any) on Wheat Barn</li> </ul> <p><i>Timing:</i> ASAP</p> <ul style="list-style-type: none"> <li>Tear down Loafing Shed/Collapse it</li> </ul> <p><i>Timing:</i> Winter 2011/12</p> <ul style="list-style-type: none"> <li>Tear down “Wheat Barn”</li> <li>Tear Down “Annex” to Small Animal Barn</li> </ul> <p><i>Timing:</i> Winter 2011/12</p> <ul style="list-style-type: none"> <li>Demolish/Sell/Remove Metal Building</li> </ul> <p><i>Timing:</i> 2012</p>	<ul style="list-style-type: none"> <li>Assess log cabin (State Historical Society) – Just for information</li> </ul> <p><i>Timing:</i> ASAP 2011 Kevin working with Julia Ince, UW-Whitewater</p> <ul style="list-style-type: none"> <li>Get advice on house/log cabin: <ul style="list-style-type: none"> <li>Prof. Arnie Alanen</li> <li>Prof. Bill Tischler</li> <li>Todd Van Valen</li> </ul> </li> </ul> <p><i>Timing</i> ASAP 2011 – Michelle to contact Arnie Alanen</p> <ul style="list-style-type: none"> <li>Hire demo firm/restoration specialist to remove asbestos and determine what to save</li> </ul> <p>OR Hire contractor to deal with house removal project</p> <p><i>Timing:</i> Plan ASAP - Do work in 2012 (Donor/Fund Raise)</p> <ul style="list-style-type: none"> <li>Reconstruct log cabin</li> </ul> <p><i>Timing:</i> 2013 (Donor/Fund Raise)</p>	<ul style="list-style-type: none"> <li>Add roadway loop (gravel)</li> <li>After metal building removal, add parking</li> </ul> <p><i>Timing:</i> 2013</p> <ul style="list-style-type: none"> <li>Construct bike path</li> </ul> <p><i>Timing:</i> 2014</p>	<ul style="list-style-type: none"> <li>Plant orchard (Mason money)</li> <li>Relocate gardens (after house removal)</li> <li>Construct stone walls</li> </ul> <p><i>Timing:</i> 2014</p>	<ul style="list-style-type: none"> <li>Participants agreed to general follow-up commitment.</li> </ul>

Participants: Joe Nehmer, Kevin Weisman, Tom Jennings, Margaret Burlingham, Daniel Schmidt, Michelle Bowman      Facilitator: Steve Grabow, UW-Extension

